



JOB OPPORTUNITY BULLETIN

CLASSIFICATION:	Energy Commission Specialist II (EFF) <i>Will Consider Energy Commission Specialist I (EFF)</i>
TENURE:	Permanent
TIME BASE:	Full Time
SALARY:	\$6,028.00 - \$7,491.00
LOCATION:	Efficiency Division Building Standards Office
FINAL FILING DATE:	Until filled

The California Energy Commission's Building Standards Office is looking for a dynamic and highly motivated individual who is interested in helping Californians continue to have energy choices that are affordable, reliable, and environmentally acceptable. If you are looking to work for an organization that encourages creativity and supports a cooperative work environment, look no further. Be a part of a team who is key to California's strategy to address climate change. If you have excellent interpersonal, organizational, as well as excellent written and oral presentation skills, we encourage you to apply.

The Commission is a diverse, family-friendly organization. We are conveniently located at 1516 9th Street. The full duty statement is available at <http://www.energy.ca.gov/careers/jobs.html>.

DUTIES/RESPONSIBILITIES:

- Act as the lead or prime resource for the software tools unit using CBECC-Res and CBECC-Com to analyze building systems, technologies, strategies, and programmatic evaluations addressed and impacted by the Building Energy Efficiency Standards, Appliance Standards, SB 350 and AB 802 programs. Focus on the effects of upgrades to new and existing buildings to support these programs. Develop partnerships with professional and trade organizations related to developing building energy efficiency standards and compliance tools, guidelines and training material content. Responsibilities include the development of these subject matters in both mandatory and reach standards including the most complex issues facing the delivery of the comprehensive programs through the requirements of SB 350 and the implementation of AB 802. Maintain ongoing Commission expertise in energy efficiency and renewable energy, program applications and research including serving as a Commission liaison between other government agencies and private sector organizations. Assist in developing, and provide programmatic support for, updates to CBECC public domain building modeling software necessary to accurately model the effects of energy efficiency upgrades in existing buildings.
- Provide subject matter expert support to the Existing Buildings and Compliance Unit in their promotion of energy efficiency financing and strategic financing program planning, issues related to the Buildings and Appliances Standards, AB 802 and SB 350 programs and the compliance software. Respond to requests for assistance and information from project proponents and others interested in energy efficiency financing policy, programs and technologies. Develop and maintain relationships with affordable and multifamily housing industry, related programs and standards, all portions of the industry involved in these programs, including CPUC staff and utilities, local governments, HERS providers and industry practitioners.
- As prime resource and subject matter expert, develop guideline and compliance manual information and training material content to assist the industry in complying with standards for



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new and existing buildings. Maintain an awareness of energy efficiency Standards compliance tools, the development of guidelines and training materials and ensure they effectively support the State's mandatory and reach Standards, in particular as these standards apply to existing buildings and retrofit/alteration projects.

- Present conclusions and recommendations and advise the Commission, governmental agencies, and others on subject matter issues. Testify on request at Commission hearings or on behalf of the Commission before regulatory bodies on issues associated with the subject matter.
- Perform other related duties as required consistent with the specification of the Energy Commission Specialist II classification.

DESIRABLE EXPERIENCE/QUALIFICATIONS: The successful applicant should have:

- Ability to communicate effectively and be able to relay complicated information in a simple, consumer-friendly manner
- Excellent interpersonal and team leadership skills
- Ability to work with other offices within the Division and other Divisions within the Commission on interdisciplinary projects
- Ability to effectively write and edit technical program information

WHO MAY APPLY: Eligible candidates who are current state employees with status in the above classification or lateral transfers from an equivalent class, former state employees who can reinstate in this classification or persons who are reachable on a current employment list for this classification. Appointment is subject to the provisions of the SROA process: SROA / SURPLUS / REEMPLOYMENT candidates are encouraged to apply and must attach a copy of their status letter.

Interested applicants must submit a completed Standard State Application (Form STD. 678) with an original signature, to the contact/address listed below. Electronic applications will not be accepted. **You must clearly indicate the basis of your eligibility (i.e., list, transfer, SROA/Surplus, reinstatement, etc.), RPA #430-061 and Position #535-430-4936-012 in the "Explanation Section" of the STD 678.** A separate application is required for each position. Resumes are welcomed but do not take the place of the completed State Application STD 678. Will consider a Training and Development (T&D) Assignment. Applications will be screened for experience and only the most qualified will be contacted for an interview. **NOTE: Failure to comply with the filing instructions and incomplete applications received will not be considered.**

***Please Note:** Possession of the minimum qualifications will be verified prior to the interview and/or appointment. If it is determined an applicant does not meet the minimum qualifications, the application may be forwarded to the State Personnel Board for review and the applicant's name may be removed from the eligibility list.*

INTERESTED APPLICANTS SHOULD SUBMIT A COMPLETED STANDARD STATE APPLICATION (FORM STD. 678) TO:

SUBMIT APPLICATIONS TO:

Personnel Services Office
Attn: RPA #430-061
1516 9th Street, MS-3
Sacramento, CA 95814
Phone: 916-654-4305

California Relay (Telephone) Service for
the Deaf or Hearing-Impaired
From hTDD Phones: 1-800-735-2929
From Voice Phones: 1-800-735-2922

